



**New Hampshire Department of Health and Human Services
Forensic Psychiatrist/Psychologist for
Multidisciplinary Team
RFA-2019-OCOM-01-MULTI**

ADDENDUM #1

On April 5, 2018, the New Hampshire Department of Health and Human Services published a Request for Applications, requesting applications from vendors who are qualified to act as part of a multidisciplinary team to assess and evaluate whether or not a person convicted of a sexually violent offense, who is eligible for release from total confinement, meets the definition of sexual violent predator as defined in the New Hampshire Revised Statutes Annotated 135-E, entitled "Involuntary Civil Commitment of Sexually Violent Predators."

The Department is publishing this addendum to:

1. Update the title of the Request for Applications to:

Forensic Psychiatrist/Psychologist for Multidisciplinary Team

2. Delete and replace Section 1, Request for Services, Subsection 1.1, Purpose, with the following:

1.1 Purpose

1.1.1 This Request for Applications (RFA) is published to solicit applications from vendors to participate as a member of a multidisciplinary team (MDT) to assess and evaluate whether or not a person convicted of a sexually violent offense, who is eligible for release from total confinement, meets the definition of sexual violent predator as defined in the New Hampshire Revised Statutes Annotated 135-E, entitled "Involuntary Civil Commitment of Sexually Violent Predators." The Department is seeking vendors to fill two (2) open positions: a primary member and an alternate member.

1.1.2 The primary member position must be filled before a vendor will be considered for the alternate member position. Applicants must be willing to accept either the primary or the alternate position. The highest scoring vendor application will receive the primary position and the second highest scoring vendor application will receive the alternate position. The alternate Vendor will only be contacted for service as a member of the multidisciplinary team should one (1) of the two (2) primary members be unavailable to provide services.

3. Delete and replace Section 1, Request for Services, Subsection 1.2, Scope of Services, Paragraph 1.2.3, with the following:

1.2.3 The selected Vendor will participate as a member of the MDT in accordance with RSA 135-E, as requested.

4. Delete and replace Section 1, Request for Services, Subsection 1.2, Scope of Services, Paragraph 1.2.7, Subparagraph 1.2.7.1, with the following:

1.2.7.1 A psychologist with a doctoral degree from a school accredited by the American Psychological Association; or



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5. Delete and replace Section 1, Request for Services, Subsection 1.3, Compensation & Contract Value, with the following:

1.3 Compensation & Contract Value

- 1.3.1 The selected Vendor(s), both primary and alternate, will be paid a one-time, five hundred dollar (\$500) retainer that will not be replenished should the Vendor be engaged in services. Any services rendered, should a case review and potential subsequent report become necessary, will be paid from the retainer and then up to the price limitation of \$9,900.
- 1.3.2 The selected Vendor(s) will be reimbursed in accordance with the following fee schedule:
 - 1.3.2.1 \$250 per hour for the Scope of Services.
 - 1.3.2.2 \$50 per hour for travel plus travel expenses.
 - 1.3.2.3 If the Vendor works less than a full hour, then the hourly rate will be prorated at 15 minute intervals of actual work completed.
 - 1.3.2.4 If the Vendor uses their own vehicle for travel, mileage will reimbursed at the current State of New Hampshire mileage reimbursement rate to employees.

6. Delete and replace Section 3, Application Process, Subsection 3.7, Vendor Questions, Paragraph 3.7.5 with the following:

- 3.7.5. Questions must be received by the deadline given in Section 3.5, Procurement Timetable.

7. Note: All references to the selected Vendor in the Request for Applications apply to both the primary and alternate member positions.